Assistant Chief of Staff, Logistics

Mr. Bruce Bancroft

(760) 725-3209

Regional Contracting Office Southwest (RCO-SW)

RCO-SW: Service Area

- **MCB Camp Pendleton**
- **MCAS Camp Pendleton**
- **MCAS Miramar**
- **MCAS Yuma**
- **MCRD San Diego**
- **MCMWTC Bridgeport**
- **MCLB Barstow**
- **PAO Los Angeles**
- **8th, 9th & 12th Marine Corps Districts**

RCO-SW: Points of Contact

Director:	**Major Anderson**	**725-8456**
Deputy:	**Terry Zimmerman**	**725-8457**
Operations:	**Major Estrada**	**725-8134**
Formal Contracts:	**Sandy Wilson**	**763-5423**
SAP Contracts:	**Beverly Hardy**	**725-8446**
Food Service:	**John Cavadias**	**725-8448**
Purchase Card:	**Barbara Barrett**	**725-3499**
PR Builder:	**MSgt Hepler**	**725-3210**

Regional Contracting Office – Southwest (RCO-SW)
http://www.rcosw.com (Supplies and Services)
(760) 725-3233

Resident Officer in Charge of Construction (ROICC)
http://www.esol.navfac.navy.mil (Construction, Architecture,
Engineering, Facilities Services)
(760) 725-3136

Marine Corps Tactical Systems Support Activity (MCTSSA)
http://www.mctssa.usmc.mil (R&D, IT Support, Software)
(760) 725-9189

Marine Corps Community Services (MCCS)

What do I need to do to offer my supplies/services to the Government?

Register in the Central Contractor Registration (CCR) System

(www.ccr.gov)

- Duns and Bradstreet Number (DUNS)

Process to allow Electronic Funds Transfer (EFT)

- Obtain a Commercial & Government Entity (CAGE) Code

CCR Handbook - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

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CCR Central Contractor Registration

vendors currently in the database.

Vendor Corner | Government Arena | Small Business | CCR Handbook | Access CCR Data | Help

- Start New Registration
- Finish Saved Registration Using Confirmation #
- Update or Renew Registrations Using TPIN
- Search CCR
  - Find my DUNS
  - Find my CAGE
- Federal Agency Registration
- Dynamic Small Business Search

CCR Handbook

Revised May 2004

Click Here to View the Handbook

Click here to download a blank template of the full registration.

CCR Registration Screenshots (3.8MB)

Any questions regarding this handbook
please contact the
CCR Assistance Center
888-227-2423
or
269-961-5757
(DSN: 661-5757)
Internationally

Available 24 hours, 7 days a week

Table of Contents

Welcome To CCR
How To Register
How To Know Your Registration Was Successful
How To Renew, Change or Cancel a Registration
Foreign Registrations
Information Needed To Register

Internet

Start New CCR Registration - Microsoft Internet Explorer pro...

Start New Registration

Note to Registrants:

A DUNS number, provided by Dun & Bradstreet (D&B), is required for registration in Central Contractor Registration (CCR). As a result, D&B may include your basic information (i.e. company name, address) in some of their products, such as mailing lists. If at anytime you do not wish to be included in these D&B products or have questions please contact them at 1-866-705-5711.

Click here to begin requesting a DUNS number from Dun & Bradstreet

Request DUNS number from Dun and Bradstreet

Continue

Exit

D&B D-U-N-S® Number Guide for Government Contractors & Grantees

Assignment of a D-U-N-S® number is absolutely FREE for all entities required to register with the federal government by a regulatory agency. This includes federal contractors, prospective government vendors and applicants and recipients of federal grants.

D&B offers two options for obtaining a D-U-N-S® Number:

1. **Web Registration**

Please click here and provide the requested information about your business or organization. Within 48 hours, D&B will contact you via electronic mail with your D-U-N-S Number.

2. **Telephone**

Please contact D&B's Federal Government D-U-N-S® Number request line at:

866.705.5711

The process to request a D-U-N-S® Number by telephone takes between five and ten minutes. You will need to provide the following data elements to obtain a D-U-N-S® Number.

About the D&B D-U-N-S® Number

Created in 1962, the Data Universal Numbering System or D-U-N-S® Number is D&B's copyrighted, proprietary means of identifying business entities on a location-specific basis. Assigned and maintained solely by D&B, this unique nine-digit identification code has been assigned to over 84 million businesses worldwide.

A D-U-N-S® Number remains with the company location to which it has been assigned even if it closes or goes out-of-business. The D-U-N-S® Number also "unlocks" a wealth of value-added data associated with that entity, including the business name, physical and mailing addresses, tradestyles ("doing business as"), principal names, financial, payment experiences, industry classifications (SICs and NAICS), socio-economic status, government data and more. The D-U-N-S® Number also links members of corporate family trees worldwide. The D-U-N-S® Number is widely used by both commercial and federal entities and was adopted as the standard business identifier for federal electronic commerce in

D&B Goverment Contractor Web Registration - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Address http://www.dnb.com/ccr/register.html

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D&B D-U-N-S Number Request for Prospective Government Contractors & Grantees

Please complete this form to obtain a D-U-N-S Number. The D-U-N-S Number will be issued by electronic mail to your company within 48 hours of receipt of this form. (Note: Required fields are indicated with red text.)

Contact ?

Name: ?

Telephone: ?

Email: ?

Company Name

Legal Name: ?

Legal Structure: Select One ?

Tradestyle Name(1): ?

Tradestyle Name(2):

Tradestyle Name(3):

Organization Information

- Microsoft Internet Explorer provided by Navy Marine Corps Intranet

Favorites Tools Help

Address http://www.ccr.gov/handbook.asp#kno

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How to Know Your Registration Was Successful

You will be unable to submit your registration on-line unless all of the mandatory information is provided. You will be notified of missing information by a list of 'errors' on each page when you click "Validate/Save". Once you have provided the information click "Validate/Save" again to verify that all necessary fields are filled.

If your registration was submitted successfully then you will you receive two letters via U.S. mail or E-mail. This first notice is to welcome you to CCR and will include a copy of your registration. Please make sure you review the registration for accuracy.

The second notice contains your confidential Trading Partner Identification Number (TPIN). The TPIN is sent separately for security reasons. Receipt of your TPIN not only confirms that you are successfully registered in CCR, it is required to make or request any changes or updates to your active registration. The TPIN is your confidential password, to change your CCR information. The TPIN is not to be used on contracts or other government paperwork.

In addition to receiving these letters, you can verify the status of your registration on-line by visiting CCR's homepage at www.ccr.gov and clicking on "Search CCR". When prompted, enter your DUNS number and click "Search". The registration status is located at the top of the page.

Or

You may confirm your registration by calling the CCR Assistance Center at (888) 227-2423 or (269) 961-5757 (DSN: 661-5757) internationally.

Remember:

-Register with Central Contracting Registration (CCR)

-If you have questions, use the POC sheet and give us a call



MISSION

To support readiness and retention by providing quality and value in retail products, services, leisure activities and individual and family support for the military community.

COMPONENTS

- Organization
  - Operating Divisions
    - Retail
    - Services
    - Food & Hospitality
    - Semper Fit
    - Marine & Family Services
  - Support Divisions
    - Human Resources
    - Marketing
    - Logistics
    - Management Operations, Analysis & Control
    - Financial Management

Doing Business with MCCS

- As an Employer
  - Occupations 109
  - Employees 1,900
  - Contracted Employees 565
  - Dollars of Payroll $43M
    (Both APF/NAF)

Doing Business with MCCS

- As a Supplier
  - Resale
  - Non-Resale
  - Contracting
  - Catering

MCCS NON-RESALE

- Procures all goods and services consumed by MCCS Activities
- Includes office supplies to bags for shoppers, softball to point of sale devices, training officials to brick layers
- Does not require Central Contractor Registration
- Focuses on the best value vice lowest offer
- Uses trade publications and other means of vendor advertising to identify sources of supply
- Annual purchases of over $20 million
- Regulations: MCO P1700.27A
- POC: Ms. Mary Greenwell (760) 725-5690

MCCS CONTRACTING

- Contracts
  - 93 Active Contracts
  - 66 Active Instructor Contracts (e.g., sports, aerobics, etc.)
    - Goods (e.g., leased golf carts)
    - Services (e.g., stuccoing the Main Exchange)
    - Service Providers who operate the various businesses aboard the installation (e.g., barber shops, fast food restaurants, car rental offices)
- Source lists are developed from inquires of interested parties, corporate offices, trade publications, contractor presentations, etc.
- Regulations: MCO P1700.27A
- POC: Mr. Richard Scott (760) 725-5339 or
  Ms. Sabrina Bastine (760) 725-1174

Doing Business with MCCS

- As a Sponsor of Special Events
  - Semper Fit Division
    - Race Series
    - Beach Events
  - Marine & Family Services Division
    - Kids First Fair
    - Child Development Conference
    - Library Reading Program
    - Retiree Fair

Doing Business with MCCS

- As an Advertiser
  (not in conflict with on-Base business)
  - Website
  - Banners
  - Electronic Marquees

Doing Business with MCCS

- As a Customer
  - Catering
    - For Sponsored Groups & Community Organizations
    - At Multiple Venues
    - POC: Ms. Diane Lach (760) 725-3657
  - Cutting Edge Special Events
    - Signature Corporate Events
    - POC: Ms. Cathy Monroe (760) 763-0680
  - Golf Outings/Fundraisers
    - POC: Mr. Doug Blanchard (760) 725-4390

MARINE CORPS BASE CAMP PENDLETON

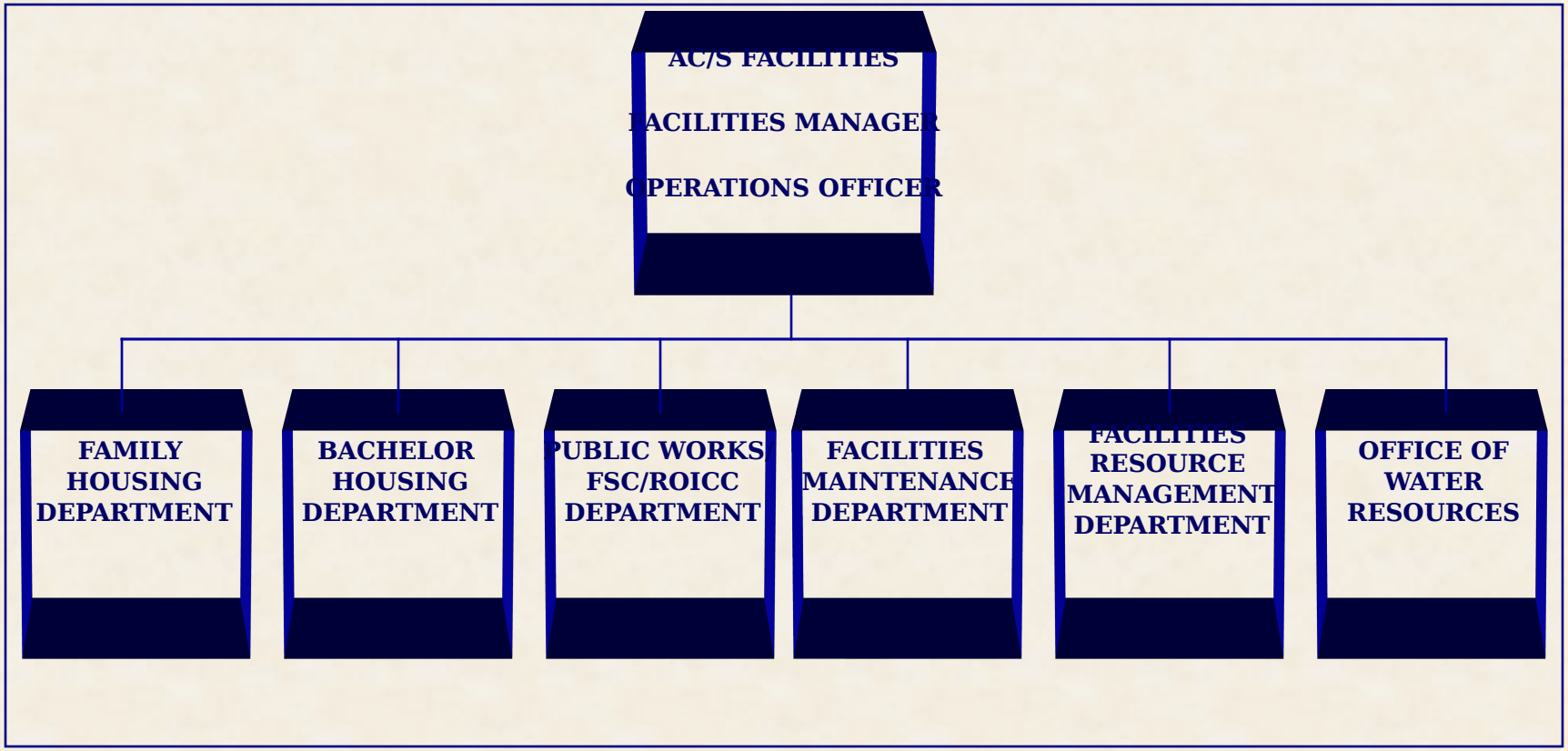
AC/S FACILITIES

CHAMBER OF COMMERCE DAY BRIEF

13 MAY 2005

MARINE CORPS BASE CAMP PENDLETON

ORGANIZATION



MARINE CORPS BASE CAMP PENDLETON

Base Facilities & Infrastructure Responsibilities

FAMILY HOUSING	6,763 UNITS
SINGLE MARINE BILLETING SPACES	18,198
BLDGS/STRUCTURES (16,385,346 SF)	2,566
ROADS	530 MILES
SEWAGE TREATMENT PLANTS	7
SEWER MAINS	156 MILES
WATER WELLS	24
WATER MAINS	375 MILES
WATER STORAGE RESERVOIRS	23
GAS DISTRIBUTION LINES	145 MILES
ELECTRIC DISTRIBUTION LINES	335 MILES
LANDFILLS	2
TOTAL REPLACEMENT VALUE	$4.6 BILLION

MARINE CORPS BASE CAMP PENDLETON

Type Services/Products Utilized

Family Housing Dept	Billeting/Bachelor Housing Dept
Landscaping Services	Hotel type services/supplies
Plumbing Services	Maintenance Tools
Quarters Cleaning	Utensils
Painting	Household Supplies
Office Equipment	Self-Help project material (drywall, nails, etc.)

PPV Private Public Venture
-Lincoln Properties
-Hunt Corporation

POC - Mr. Robert Marshall POC - Ms. Monique Ramirez

MARINE CORPS BASE CAMP PENDLETON

Type Services/Products Utilized

Facilities Maintenance Department

Materials for Repair, 80-90% of FMD Supply Effort

(Trades-pipefitting, electrical, etc…)

Tools
Wire
Pipes
Motors
Screens
Wood
Consumables

Repair Services above internal capabilities, resources

POC – Mr. Jay Bergamini 725-3807

MARINE CORPS BASE CAMP PENDLETON

Type Services/Products Utilized

Officer in Charge of Construction (OICC):

- Roofing
- Demolition (includes lead/asbestos removal)
- Asphalt Paving and Repairs
- Cranes and Hoists Maintenance Repair
- Mess hall Exhaust Systems Service and Maintenance
- Tree Trimming and Removal
- Concrete Work
- Grounds Maintenance
- Soft Water Services
- Multi-Trade Construction
- Maintenance and Repair of Fuel Systems
- LAN/Telephone Installation

POC – Ms. Kathy Jones 725-8240

MARINE CORPS BASE CAMP PENDLETON

QUESTIONS?

Chamber Day
AC/S Environmental Security

13 May 2005

Topics

- Mission
- Environmental Laws & Programs
- Environmental Spending
- Business Opportunity
- Points of Contacts

Mission

- **To develop and manage environmental programs that assure compliance and maximize land use availability for operations and training.**

- **Environmental Compliance Laws, Endangered Species, and Conservation of Natural and Cultural Resources.**

Major Environmental Laws & Regulations

- Clean Air Act (CAA)
- Clean Water Act (CWA)
- Endangered Species Act (ESA)
- National Environmental Policy Act (NEPA)
- National Historic Preservation Act (NHPA)
- Native American Grave Protection & Repatriation Act (NAGPRA)
- Federal Facilities Compliance Act (FFCA)
- State Environmental laws and regulations
- San Diego County Environmental regulations
- Emergency Planning & Community Right to Know Act (EPCRA)
- Resource Conservation and Recovery Act (RCRA)
- Comprehensive Environmental Response, Compensation, and Recovery Act (CERCLA)

CamPen Natural Resources

- **Natural Resources**
  - ✓ **18 threatened / endangered species**
  - ✓ **17 miles of coastline / bluffs / dunes**
  - ✓ **125,000 acres**
  - ✓ **21 plant communities**

- **Cultural Resources**
  - ✓ **Approximately 600 prehistoric sites**
  - ✓ **36 Historical sites / buildings**
  - ✓ **Ongoing additional surveys**

Camp Pendleton Endangered Species





























Environmental Compliance Functional Areas

- Pollution Prevention
- Environmental Training
- Environmental Inspections
- Air Quality
- Drinking Water Quality Assurance
- Storm Water Management
- Waste Water Management
- Munitions and Range Rule Management
- Solid and Hazardous Waste Management
- Spill Planning & Prevention
- Remediation (Groundwater & Soil)
- Installation Restoration

FY-04 Camp Pendleton Environmental Program ($26.4M)

➢ Compliance	$14.7M
➢ Restoration	$ 6.1M
➢ Conservation	$ 5.2M
➢ Pollution Prevention	$ .41M

Procurement of Environmental Services

- Approximately $20-$30M ‘environmental services’ procured annually
- In-house staff performs ‘inherently-governmental’ functions (policy, consultations, fiscal mgt, & contract oversight)
- Extensive Small Business contracting

Contracted Environmental Services

- Examples of contracted services_
  - ✓ Water Quality Sampling
  - ✓ Hazardous Waste Disposal
  - ✓ Oil / Water Separator Sediment/Sludge Disposal
  - ✓ Vernal Pool Management
  - ✓ Firebreak & Road Erosion Control
  - ✓ Archaeological Surveys
  - ✓ Exotic Vegetation Control
  - ✓ Habitat Conservation Plan Implementation
  - ✓ Fire Management Plan Implementation

Contracted Environmental Services

- Examples of contracted services (cont)
  - ✓ Flood Plan Analysis
  - ✓ Tank Leak Detection Certification
  - ✓ Threatened & Endangered Species Population Surveys
  - ✓ Annual Boiler Source Testing
  - ✓ Native American Consultation Support
  - ✓ Aerial Photography of Ecosystem Habitat
  - ✓ Dust Control on Unsurfaced Roads
  - ✓ Annual Drinking Water Backflow Device Certification
  - ✓ Species Surveys

Points of Contact For Environmental Services

- **Procurement**
  - ✓ **'Southwest Division' (NAVFAC)**
    - **matthew.acuff@navy.mil**
  - ✓ **FedBizOps (Federal Business Opportunities)**
    - **www.Fedbizopps.gov**
  - ✓ **Regional Contracting Office**
    - **www.rcosw.com**
- **AC/S Environmental Office**
  - ✓ **(760) 725-4520**



Ethics and Marketing

Presented by Theresa M. Young

Acquisition & Fiscal Associate Counsel

Western Area Counsel Office

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U.S. Department of the Navy



The Ethics Compass

ETHICS COMPASS

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Go

Website: http://ethics.navy.mil Date: 5/2/2005 Time: 4:21:24 PM

ETHICS NEWS FLASH

Recent News Items

- **Public Financial Disclosure Season Open:** The Public Financial Disclosure reporting season is officially open. It ends on 15 May 05 (actually Monday, 16 May this year) unless an extension is obtained.
  - Links to financial disclosure forms can be found on our Forms Page.
  - Annual Financial Disclosure Report (SF 278) And Annual Certification Notice
  - Common Questions and Concerns with Filing
  - OGE Reference on Filing for Certain Types of Investments (Phantom Stock, Restricted Stock, Exchange Funds, Exchange Traded Funds, 529 Plans and TIAA-CREF accounts)
- **DOD Annual Certification for Senior Officials:** This certification represents an acknowledgement by the senior official that he/she understands and is in compliance with basic conflict of interest and post-government employment rules. The Certification also serves to provide

Help for DON Personnel

I need to file a financial disclosure.

Help for DON Personnel

I need to take my annual ethics training.

Importance of Ethical Conduct

A Message from the Designated Agency Ethics Official
The Honorable Alberto J. Mora
General Counsel of the Navy

All of us who serve must do so in the highest ethical manner to be eligible for the public's trust. We owe the American people our best efforts to perform our day-to-day duties responsibly and ethically.

Internet

Gifts

- Government employee shall not solicit or accept gifts from a prohibited source because of official position.
  - Prohibited Source – seeking official action
  - Anything of value
    - Meals, tickets, discounts, loans
  - Given Directly or Indirectly
    - Given with Employee's knowledge or acquiescence to his/her parent, sibling, spouse, child

Gift Exceptions

- Exceptions (just a few listed here)
  - Offered by entity not a prohibited source
  - 20/50 – market value of $20 or less per source per occasion
  - Personal relationships
  - Discounts offered to all
    - Government employees
    - General public

Marketing

- Know your customer: **http://www.pendleton.usmc.mil/**
- RCO SW –
  - CCR Registration – Government Market Survey starts with CCR search
  - Bailment Agreements – obtain from RCO SW
    - May not be used if there is existing gov't identified need.
- MCCS
  - ITT Ticket Office to offer discounts
  - Sponsorship Agreements



Consolidated Public Affairs Office